Academic Program Review

ACADEMIC YEAR	2013-2014	☐ Basic Skills ☐ Transfer ☒ Career Technical Education (CTE)
PROGRAM	Energy Efficiency Technology	
DEPARTMENT	Industrial Technology	
DIVISION	EWD Division	
SUBMITTER	Jose Velasquez	

I. INSTITUTIONAL GOALS

INSTITUTIONAL GOAL **1**	**INSTITUTIONAL MISSION AND EFFECTIVENESS** – The College will maintain programs and services that focus on the mission of the College supported by data-driven assessments to measure student learning and student success.
INSTITUTIONAL GOAL **2**	**STUDENT LEARNING PROGRAMS AND SERVICES** – The College will maintain instructional programs and services which support student success and the attainment of student educational goals.
INSTITUTIONAL GOAL **3**	**RESOURCES** – The College will develop and manage human, technological, physical, and financial resources to effectively support the College mission and the campus learning environment.
INSTITUTIONAL GOAL **4**	**LEADERSHIP AND GOVERNANCE** – The Board of Trustees and the Superintendent/President will establish policies that assure the quality, integrity, and effectiveness of student learning programs and services, and the financial stability of the institution.

II. PROGRAM GOALS

A. PAST – EVALUATION OF PREVIOUS CYCLE OBJECTIVES/PROGRAM GOALS (SET IN PREVIOUS YEAR)

List your previous objectives/goals and associated Institutional Goals. All program goals must address at least one of the institutional goals.

PAST PROGRAM GOALS (Describe past program goals.)	INSTITUTIONAL GOAL(S) (Check all that apply.)

1	PAST PROGRAM GOAL #1	INSTITUTIONAL GOAL(S)
	Identify Program Goal from Last Program Review: The past goals of the program is to continue offering training that is relevant to the changing construction industry and to be able to offer these trainings in a state of the art facility where students will feel in a more comfortable learning environment	☒ 1 ☒ 2 ☐ 3 ☐ 4
	☐ Met ☒ Partially Met ☐ Not Met **Provide detail on any improvements/effectiveness and detail status on those not fully met:** The development and application of new technology in the courses and programs is still pending due to the fact that the new lab has not been completed. Part of the issue that was impeding the application of new technology in the programs was the lack of equipment and the lack of lab space to accommodate the new equipment. In addition the program lacks a full time instructor or adjunct instructor dedicated to the program which is also impeding the further growth of the program. Once the new lab is completed and a full time instructor is hired the program will focus on installing newly acquired equipment and procure additional equipment to fully offer the latest technology in instruction both in a lecture and hands on approach.	

2	PAST PROGRAM GOAL #2	INSTITUTIONAL GOAL(S)
	Identify Program Goal from Last Program Review: In addition one of the last goals for the program is to develop a stronger link with the local industry so they can hire more of the students that complete the program.	☐ 1 ☒ 2 ☒ 3 ☐ 4
	☒ Met ☐ Partially Met ☐ Not Met **Provide detail on any improvements/effectiveness and detail status on those not fully met:** The link with the industry has been establish through the continuous advisory meetings held annually. The connection with the industry has proven very effective because the instruction is catered to the needs of the industry which makes it an easier transition for the industry to hire students from our programs. About 80% percent of the students that completed the program are hired and about 60% are working in a related field.	

3	PAST PROGRAM GOAL #3	INSTITUTIONAL GOAL(S)
	Identify Program Goal from Last Program Review: Another goal of the program is to offer certificates only, due to the fact that there are no students completing the associate program, due to the fact that there are not many universities that offer continuing education in energy efficiency.	☒ 1 ☒ 2 ☐ 3 ☐ 4
	☐ Met ☐ Partially Met ☒ Not Met **Provide detail on any improvements/effectiveness and detail status on those not fully met:** This goal has not been meet because currently there is no full time instructor for this program and most of the classes for this program are not being offered.	

Comments:

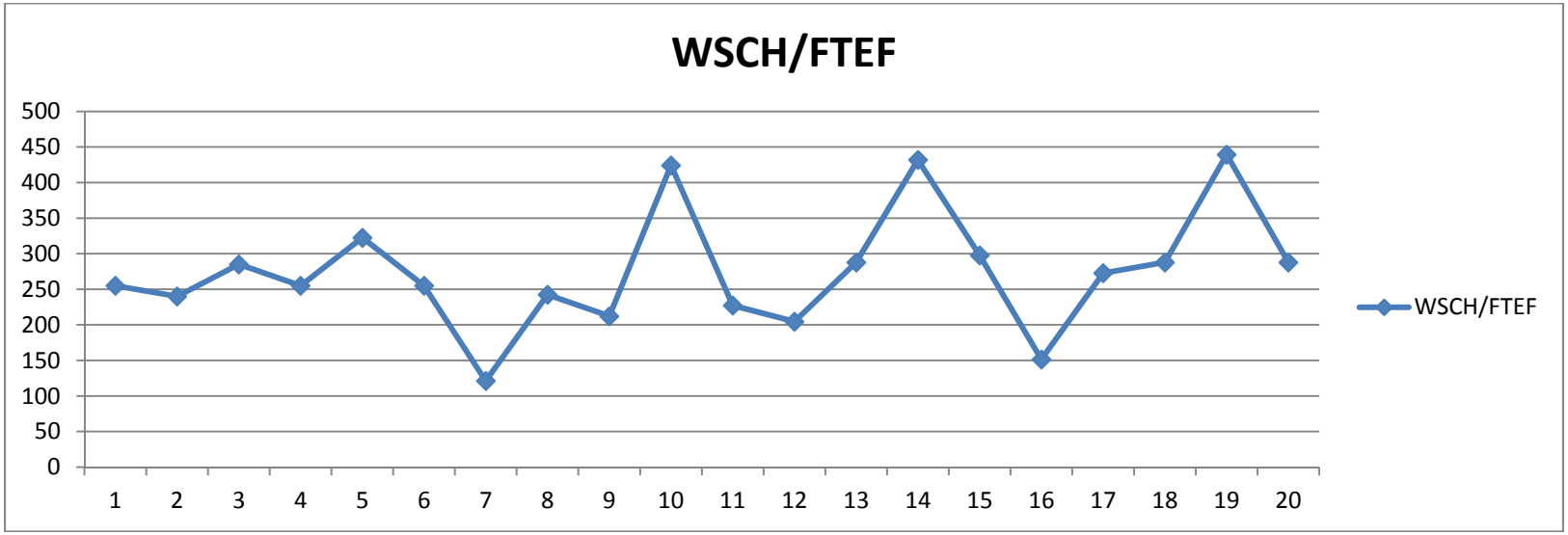
B. PRESENT – DATA ANALYSIS AND PROGRAM HEALTH

1. Summarize and analyze all disaggregated data by day, evening, gender, ethnicity, and distance education regarding enrollments, fill rates, productivity, completion, success, retention, persistence, and transfer (complete a, b, & c). ***Attach graphs or trend data***.

   a. Discuss and chart the trends in enrollment and fill rate for each program by day and evening at the program level.

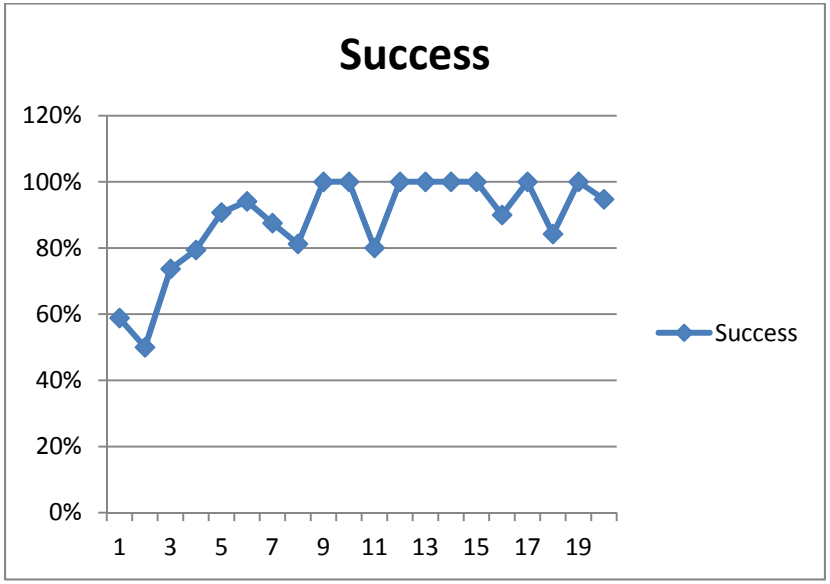
      The trends for enrollment will continue to decrease or be non-existent because the program courses are not being offered any more due to budget constraints.

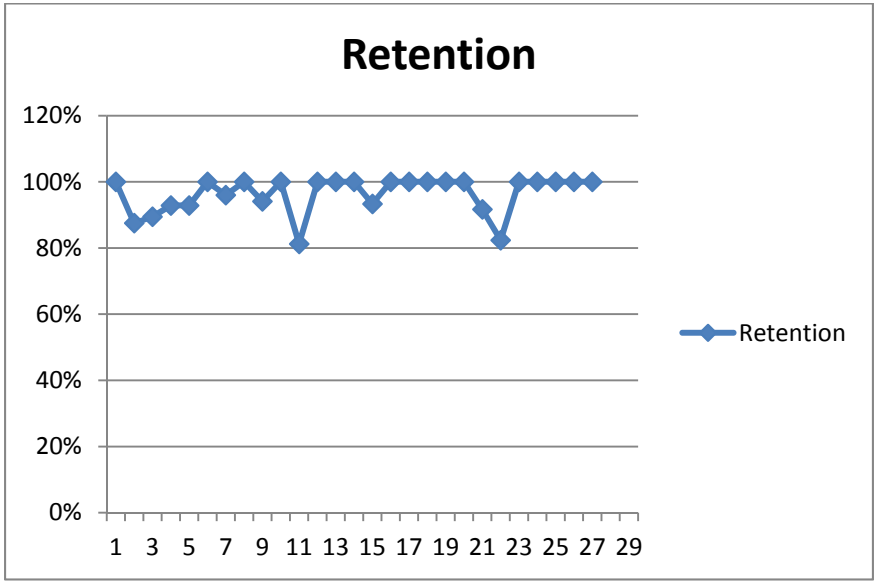
   b. What are the trends in productivity? (WSCH/FTEF) The goal is 525 as per state guidelines. A low number means that we are below target levels for productivity. For example, in a small class that has a mandated cap of 15 students, the fill rate may be 100% but the productivity number (WSCH/FTEF) will be very low. A class with a cap of 40 students with a 100% fill rate will have a productivity number close to or above 525.



The trends in productivity increased from fall 2010 to spring 2011 but are decreasing from spring 2012 and spring 2013 because the typical sections of classes for the program are not being offered due to the lack of instructors and the cancellation of courses with low enrollment. The average productivity of the program since it started is 259%. In addition our productivity will always be below the state guidelines in our programs because our programs can't have classes with caps of 40 students due to the fact that these are shop related classes and the states set a maximum cap of 20 students for vocational classes due to safety requirements.

c. Discuss and chart the success and retention rates by day, evening (extended day), and online classes in each program and identify gaps.





Success and retention rates have been steady in day classes. The success rate has an average of 88% while retention has an average of 125%.

d. Discuss and chart the success and retention rates in each program and identify gaps for five ethnic groups. (African-American, White, all Hispanics, Other, Unknown).

The success rates for African American has an average of 90% and 100% retention. The success rates for Hispanic students has an average of 90% and a retention of 96%. The success rates for Mexican students has an average of 94% and a retention of 97%. The success rates for other Hispanic students has an average of 80% and a retention of 100%. The success rates for Unknown students has an average of 86% and a retention of 92%. The success rates for White students has an average of 94%

and a retention of 94%.

e. Discuss the trends in the number of degrees or certificates awarded, if applicable. (You may be able to expand more about this in B.3 below.)

The number or certificates awarded for Energy Efficiency technology is 60 certificates and 1 Associate Degree. This trend is high because there were several instructors that were hired to offer the program during a three year period.

f. What program changes, if any, will you recommend that you expect would have a positive effect on your students in your program, if applicable?
The only change would be to offer the classes again under the direction of an adjunct or full time instructor.

2. Summarize revisions, additions, deletions, or alternate delivery methods to courses and/or program based on the last program review.
N/A

3. Evaluate the program's viability by addressing program completion, size (FTES), projections (growing/stable/declining), and quality of outcomes. For CTE programs, also include labor market projections, placement, and performance on external testing/exams (i.e. ASE, NABCEP) and industry-recognized credentials, placement, and performance on external testing or exams (NCLEX, ASC, NAP).

The future of the program looks very appealing with the construction of a new state of the art lab facility where students will have access to new tools, equipment and technology to better prepare them for employment in the changing field of energy efficiency.

C. FUTURE – LIST OF "SMART" (SPECIFIC MEASURABLE ATTAINABLE RELEVANT TIME-LIMITED) PROGRAM OBJECTIVES FOR NEXT ACADEMIC YEAR TO ADDRESS PROGRAM IMPROVEMENT, GROWTH, OR UNMET NEEDS/GOALS. ALL PROGRAM GOALS MUST ADDRESS AT LEAST ONE OF THE INSTITUTIONAL GOALS.

FUTURE PROGRAM GOALS (Describe future program goals. List in order of budget priority.)	INSTITUTIONAL GOAL(S) (Check all that apply.)

1	FUTURE PROGRAM GOAL #1 Budget Priority #1	INSTITUTIONAL GOAL(S)
Identify Goal: Hire a fulltime instructor to grow the program		☐ 1 ☐ 2 ☐ 3 ☐ 4
Objective: Stabilize the program with AFT instructor		
Task(s): Submit request to hire to curriculum committee to prioritize a new position for this program		
Timeline: October 2014		

EXPENSE TYPE	FUNDING TYPE		RESOURCE PLAN (Check all that apply.)	BUDGET REQUEST
☐ One-Time ☒ Recurring	☐ Categorical Specify:	☒ General Fund	☐ Facilities ☐ Marketing ☐ Technology ☐ Professional Development ☒ Staffing	$80,000

2	FUTURE PROGRAM GOAL #2 Budget Priority #2	INSTITUTIONAL GOAL(S)
Identify Goal: Advertise the program to the community as well as the industry. Increase marketing efforts in the community and in high schools to increase enrollments		☐ 1 ☐ 2 ☐ 3 ☐ 4
Objective: Develop marketing plan for program		
Task(s): Present new plan to marketing committee and request approval of marketing plan for program.		
Timeline: December 2014		

EXPENSE TYPE	FUNDING TYPE		RESOURCE PLAN (Check all that apply.)	BUDGET REQUEST
☐ One-Time ☒ Recurring	☒ Categorical Specify:	☐ General Fund	☐ Facilities ☐ Marketing ☐ Technology ☐ Professional Development ☒ Staffing	$3,000

3	FUTURE PROGRAM GOAL #3 Budget Priority #3	INSTITUTIONAL GOAL(S)
Identify Goal: Offer the latest training in energy efficiency tied to the changing codes from the California Energy Commision.		☐ 1 ☐ 2 ☐ 3 ☐ 4
Objective: Train students on the latest industry trends and needs with relevant and updated equipment.		
Task(s): Submit to dean a list of needed equipment to maintain relevance in field.		
Timeline: December 2014		

EXPENSE TYPE	FUNDING TYPE		RESOURCE PLAN (Check all that apply.)	BUDGET REQUEST
☒ One-Time ☐ Recurring	☒ Categorical Specify: Perkins	☒ General Fund	☐ Facilities ☐ Marketing ☒ Technology ☐ Professional Development ☐ Staffing	$4,000

TOTAL BUDGET REQUEST	$87,000

1. How will your enhanced budget request improve student success?

The enhanced budget will allow students a better opportunity for success by allowing them to complete the skills certificates faster and become employable after completing their certificates.

Comments:

III. INSTITUTIONAL STUDENT LEARNING OUTCOMES (ISLOs)

ISLO 1	COMMUNICATION SKILLS
ISLO 2	CRITICAL THINKING SKILLS
ISLO 3	PERSONAL RESPONSIBILITY
ISLO 4	INFORMATION LITERACY
ISLO 5	GLOBAL AWARENESS

IV. PROGRAM LEARNING OUTCOMES (PLOs)

PROGRAM LEARNING OUTCOMES (Describe learning outcomes.)	**ISLO(S)** [Link PLO to appropriate ISLO(s).]

PLO 1	**PROGRAM LEARNING OUTCOME #1**	**ISLO(S)**
	Identify Program Outcome: Calculate the quantities of air leakage in cubic feet per minute using the following formula. Cfm50x60/nfactor = ACH volume	☐ ISLO 1 ☐ ISLO 2 ☐ ISLO 3 ☐ ISLO 4 ☐ ISLO 5
	Measurable Outcome Summary:	
	☒ Met ☐ Partially Met ☐ Not Met **Provide detail on any improvements/effectiveness and detail status on those not fully met:** This outcome is assessed in various classes.	

PLO 2	PROGRAM LEARNING OUTCOME #2	ISLO(S)
	Identify Program Outcome: Create a reliable cost estimate for insulating an attic with loose fill insulation based on square footage.	☐ ISLO 1 ☐ ISLO 2 ☐ ISLO 3 ☐ ISLO 4 ☐ ISLO 5
	Measurable Outcome Summary:	
	☒ Met ☐ Partially Met ☐ Not Met **Provide detail on any improvements/effectiveness and detail status on those not fully met:** This outcome is assessed in one of the program classes.	

PLO 3	PROGRAM LEARNING OUTCOME #3	ISLO(S)
	Identify Program Outcome: Students will perform a duct blaster test to determine leakage of a system.	☐ ISLO 1 ☐ ISLO 2 ☐ ISLO 3 ☐ ISLO 4 ☐ ISLO 5
	Measurable Outcome Summary:	
	☒ Met ☐ Partially Met ☐ Not Met **Provide detail on any improvements/effectiveness and detail status on those not fully met:** This outcome is assessed in various classes.	

***** ATTACH PLO/SLO GRID *****

Course Number	Outcomes	Fall 12	Spring 13	Summer	Winter
BLDC101	**88% of student meet all outcomes**	x	x	N/A	N/A
BLDC110	**90% of students meet all outcomes**	x	N/A	N/A	N/A
BLDC130	**85% of students meet all outcomes**	x	N/A	N/A	N/A
BLDC135	**90% of students meet all outcomes**	N/A	N/A	N/A	N/A
BLDC140	**84% of students meet all outcomes**	x	N/A	N/A	N/A
BLDC145	**95% of students meet all outcomes**	x	N/A	N/A	N/A
BLDC170	**90% of students meet all outcomes**	N/A	N/A	N/A	N/A
BLDC180	**90% of students meet all outcomes**	N/A	N/A	N/A	N/A